



**Town of Arlington, Massachusetts**  
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## **School Committee Minutes 12-09-2003**

**THE ARLINGTON SCHOOL COMMITTEE**  
**REGULAR MEETING**  
**TUESDAY, DECEMBER 9, 2003**

**Present:** Suzanne Owayda, Chair  
Paul Schlichtman, Vice Chair  
Joani LaMachia, Secretary  
Barbara Goodman  
Sue Sheffler  
Jeff Thielman  
Martin Thrope

CFO Rob Addelson  
Asst. Supt. Joanne Gurry  
Sp. Ed. Director Marilyn Bisbicos  
Absent Kay Donovan, Superintendent

Call to Order: 7:40 PM

### **PUBLIC PARTICIPATION**

None

### **RECOGNITION OF P. SCHLICHTMAN**

Chair, Suzanne Owayda acknowledged Paul Schlichtman for his active participation in the Massachusetts Association of School Committees, elected president of said Committee and for his advocacy and commitment to public schools.

Ms. Owayda read a resolution recognizing Mr. Schlichtman and requested approval and adoption by the Committee.

On a motion by Ms. Goodman and seconded by Ms. LaMachia it was unanimously

Voted that the Arlington School Committee adopts the Resolution recognizing Committee Member Paul Schlichtman for his active participation in the MACS and of his advocacy and commitment to the public schools.

### **GOALS PRESENTATION**

#### **Brief History of Goal Setting**

A brief history of goal setting was outlined by Assistant Superintendent Joanne Gurry.

Dr. Gurry summarized the: School Committee Annual Goals 1995- Present,

APS Strategic Plan 1997-2001

Education Reform Legislation, School Improvement Councils, 1995-current

District Goals Process, 2001-2002, on going, NCLB Goal Setting, 2002-2003

Joint Goals Setting Principals and Curriculum Coordinators 2003-2004

Consolidated Goals Chart

#### **Goal Setting for 2004-2005**

Hardy School principal Gerry Carmody and School Committee Member Joani LaMachia introduced the goal setting process for 2004-2005. A Power Point Presentation on the following Goal Summary Proposals were given on:

Principals & Curriculum Coordinators by Stavroula Bouris & John Kent

District Goals Committees by Steve Carme

NCLB Goals Committees by Mary Fischer

School Councils by Chuck Hannon

#### **Next Steps –**

Chair Suzanne Owayda explained that the next steps include:

Proceeding with Year 2 goals of NCLB

- .. Proceeding with School Council School Goals for 2004-2004
- .. Revising District Goals Document for 2004-2005

Ms. Owayda asked the Committees' support in adopting a goal specifically for the School Committee to work on. The goal would be **'to develop a multi-year budget process that is more participatory, including the perspective of administrators, teachers, students and community members, and provides education opportunities for the community to learn about the school budget'**.

On a motion by Ms. Goodman and seconded by Ms. LaMachia it was Voted to accept and approve the Budget Goal, process and timeline as presented by Chair Owayda.

Roll Call: 6 yes 1- no (Mr. Thrope).

Mr. Thrope moved to amend the motion seconded by Mr. Thielman

That the budget subcommittee execute this goal concurrent with this year's budget.

Roll Call: 4-3 motion fails (Ms. Goodman, Ms. LaMachia, Ms. Owayda, Mr. Schlichtman voted no) (Ms. Sheffler, Mr. Thielman, Mr. Thrope voted yes)

## **Break**

### **DALLIN SCHOOL UPDATE**

Mr. Addelson reported that the Infrastructure Committee would meet to decide if the Town should move forward with the rebuilding of the Dallin School.

### **COMMITTEE VOTES**

#### **Rental Fee Proposal**

Mr. Addelson requested approval on the rental fee proposal. The increase would be effective January 2004 for ad hoc rentals and would not go into effect for existing programs until September 2004. Ms. Goodman requested that programs be notified as soon as possible.

Mr. Thrope wanted assurance that the school is covering its operating costs and moved to postpone action until such time as we have the cost data. No second on the motion.

On a motion by Mr. Schlichtman and seconded by Mr. Thielman it was

Voted to approve the recommended proposal of rental fees effective January 12, 2004 for ad hoc rentals and September 2004 for existing programs. 6-0-1 Mr. Thrope abstain

#### **Warrant Approval**

On a motion by Mr. Schlichtman and seconded by Mr. Thielman it was unanimously

Voted to approve warrant # 04069 in the amount of \$356,616.10

### **BUDGET TIMELINE**

Mr. Addelson informed the Committee that Supt. Donovan met with the Chair and proposed a budget workshop to present the FY05 budget. Ms. Owayda stated that the proposed date is Sunday, January 11<sup>th</sup>.

On a motion by Mr. Thielman, seconded by Ms. LaMachia it was unanimously

Voted that the Arlington School Committee organize a budget workshop on Sunday, January 11, 2004 from 1:00 – 4:00 pm. Unanimous.

Ms. Owayda requested from Mr. Addelson numbers on the costs of operating six schools.

### **SUBCOMMITTEE REPORTS**

#### **Budget Subcommittee**

Mr. Schlichtman reported that the subcommittee met on December 3<sup>rd</sup>, the agenda items were:

.. A discussion of the O'Neill formula with Finance Committee chair, Alan Tosti.

.. **Ice Fee Exemption** –presentation by Leslie Mayer who recommended that the School request an exemption from the Parks & Recreation Dept on ice hockey fees due to financial constraints.

On a motion by Mr. Schlichtman and seconded by Ms. Goodman

Voted that the Arlington School Committee request from the Parks & Recreation Dept. an exemption from ice fees due to financial constraints. The Superintendent will develop and offer community service options to the Parks & Recreation Dept. by AHS students.

#### **Community Relations**

Ms. LaMachia stated that at its meeting on December 3<sup>rd</sup> the committee discussed:

.. The G.I.S. (Geographical Information System) that the Town currently owns. Rob Addelson has had preliminary discussion with the town planner and a consultant to determine whether the current system is sufficient to run the necessary programs.

.. Redistricting – Joani reported that in order to cover the multiple issues and concerns surrounding redistricting,

she along with Suzanne will meet with Supt. Donovan to develop a flow chart on the scope, sequence and implications of redistricting.

.. Traffic Supervisors – Safety Officer Dave McKenna reviewed the current traffic positions. Due to budget cuts six positions were eliminated; 2 at the Ottoson, 2 at the Dallin and 2 at the Thompson, the last posts created. Criteria used in determining the placement of traffic supervisors are dependent on motor vehicle traffic, in addition to pedestrian foot traffic. Members voiced concern that there are 3 traffic supervisors at St. Agnes School and that we should request financial support from St. Agnes. Officer McKenna and Supt. Donovan pointed out that those families with children attending also pay taxes and are entitled to safety precautions. Supt. Donovan suggested that perhaps the Town could help cover the cost of those traffic posts.

#### **Curriculum & Instruction**

Ms. Goodman reported that the subcommittee discussed the impact of the elimination of prerequisites and discussed at the meeting:

- .. Data Analysis/AHS Student Course Selections
- .. Choices at Each Grade Level
- .. Honors AP
- .. Success and Shortcomings
- .. Recommendations

The Administration felt strongly that the policy is working, acknowledged that there concerns surrounding class size and rigors of course content. The subcommittee will meet again on January 12<sup>th</sup> to look at the impact in the classroom and to discuss how to support parents and teachers in the selection process. Both Ms. Sheffler and Ms. Owayda stated that they would like to hear from teachers on what their opinion of the change is pointing out and if while we are opening doors for some are we watering down the course content for other students.

#### **Policy & Procedures**

Mr. Thielman gave a report on the subcommittee meeting. The task group working on the food allergy policy gave an update and will have a draft for the subcommittee's review at the beginning of February.

Jeff presented two policies; BDE and DGA to the committee for a first reading.

Ms. Goodman requested that more research be done on BDE School Committee Subcommittees to see how things flow from the full School Committee to subcommittees. Ms. Goodman stated that the work on the subcommittee should be directed by the full committee; that ideas can generate at the subcommittee level but that the go ahead is by vote of the full committee.

Policy DGA has been amended to include the memorandum from Superintendent Donovan dated September 2002 on vendor and payroll warrants. The difference in the payroll warrant is that School Committee will be notified when the payroll warrant is ready for signatures. Suzanne pointed out that the payroll warrant is ready every other Tuesday and that it should be a standing order rather than having the sc notified every other Monday. Payroll Supervisor Julia McLaughlin could have the details ready for any School Committee Member interested in examining it.

Mr. Thielman stated that the vendor warrant remained basically unchanged except for the recommendation not requiring the school dept to have the actual invoices with the vendor warrant but just the summary of the invoices. (per Mr. Addelson's recommendations)

Mr. Schlichtman stated that he is not comfortable with not seeing the actual invoices when signing the vendor warrant. Mr. Thielman stated that this process does not preclude any member for requesting or seeing any invoice.

Mr. Addelson noted that the issue of the invoice is a matter of time and of an administrative burden but that if the school committee wants to see them with the register he will make that accommodation.

Mr. Schlichtman also expressed concern with conflicts of interest of committee members when signing the vendor warrant. Mr. Schlichtman believes that a much cleaner process would be for members to notify the CFO as to any possible conflicts that any member may have so that those warrants may be prepared separately rather than noting objections on the vendor warrant and suggested that could be stated as part of the policy. Adding that Mr. Schlichtman has been advised by MASC not to sign any vendor warrant with a payment to MASC on it.

Mr. Addelson addressing the conflict of interest cited MGL Chapter 268A, Section 19 that speaks and defines what constitutes a conflict of interest and does not see any that presents itself that would warrant generating two separate warrants. Continuing Mr. Addelson noted that ultimately it would be the determination of Town Counsel if there were any conflict.

Mr. Schlichtman pointed out that the charge of the subcommittee was only to codify the current practice.

The next subcommittee meeting is scheduled for December 11<sup>th</sup> at 2:00 pm.

#### **CAPITAL PLAN UPDATE**

CFO, Rob Addelson reviewed and presented the differences from the last proposed FY05 Capital Plan and requested the Committee's approval.

On a motion by Mr. Thielman and seconded by Ms. LaMachia it was unanimously

Voted to approve the FY05 Capital Plan as presented by Rob Addelson.

On a motion by Mr. Schlichtman and seconded by Ms. Goodman it was  
Voted to enter executive session to discuss negotiations with no further business to be conducted upon return to open session except to adjourn. Roll Call: Unanimous

Executive Session 11:00 – 11:15 PM

On a motion made and seconded it was unanimously  
Voted to adjourn at 11:15 PM.